

TO: Members of the NCEC Bylaws Task Force

FROM: Howard Blin, Community Engagement Manager

DATE: November 16, 2012

SUBJECT: Proposed Changes to Bylaws

The following compares the existing NCEC bylaws with the changes proposed by the subcommittee of the Bylaws Task Force. Only those bylaws sections where significant changes are proposed are noted.

<b><u>Section</u></b>	<b><u>Existing Bylaws</u></b>	<b><u>Proposed Bylaws</u></b>
<b>Establishment</b>	Not included.	References the 2008 NCEC Establishing Resolution and 2011 NCEC Reestablishing Resolutions.
<b>Purpose</b>	References language in 2008 Establishing Resolution.	Includes language from 2011 Reestablishing Resolution.
<b>Membership</b>		
<b>Section 2 - Attendance Requirements</b>		<p>Adds language:  <i>Commissioners expected to attend all regularly scheduled meetings of the NCEC and task forces on which the Commissioner serves.</i></p> <p>References language in 2011 Reestablishing Resolution.</p> <p>Adds language on expected time commitment.</p>

**Section 5 - Resignation**

Letters of resignation submitted to the NCR Director.

Letters of resignation submitted to the NCEC Chair as well as the NCR Director.

**Governance****Section 1 - Prerequisites**

Adds Vice-Chair to officers called for in Establishing/Reestablishing Resolutions. Specifies that officers be selected annually.

**Section 2 – Decision Making Process**

Establishes consensus process.

Calls for Commission and task forces to use Roberts Rules of Order.

Establishes Executives Committee consisting of Chair, Vice Chair, 2<sup>nd</sup> Vice Chair, and Secretary.

**Section 3 - Facilitation/Executive Committee**

Establishes Facilitation Committee and describes roles of Committee and meeting facilitators

Describes roles of Executive Committee:

Chair – run meetings and sign any necessary documents on behalf of NCEC.

Vice Chair – assumes the position of chair in chair's absence.

2<sup>nd</sup> Vice Chair – assumes the position of chair in the chair absence.

Secretary – assumes the position of chair in the absence of all other officers, ensures the maintenance of minutes by staff, and

		presents minutes to full Commission.
<b>Meetings</b>		<p>Substitutes the Executive Committee for the Facilitation Committee in setting agendas and running meetings.</p> <p>Substitutes minutes for meeting notes.</p> <p>Requires task forces to prepare written records of meetings.</p>
<b>Formal Communications Policy</b>		Section eliminated
<b>Bylaws Adoption and Amendment</b>	Bylaws amended with vote of three- fourths of membership.	Amendments with vote of two – thirds of membership.
<b>Addendum A – Procedure for Alternates</b>	Not included.	Establishes procedures for selection of alternate members to Commission and duties of alternates.
<b>Addendum B –NCEC Election Process</b>	Not included.	Establishes process for the election of members from NCEC Districts.